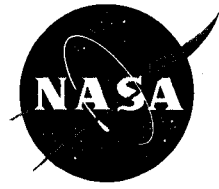


National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812



May 6, 2003

Reply to Attn of:

QS50 (03-31)

TO: Distribution

FROM: QS50/David J. Spacek

SUBJECT: Minutes of the MSFC Safety, Health, and Environmental Committee (SHE)
Working Meeting – April 16, 2003

The Safety, Health, and Environmental (SHE) Committee met at 2:00 p.m. on Wednesday, April 16, 2003, in Building 4202, Conference Room 326A. The attendance list is maintained on file in the Industrial Safety Department (4202/307). The agenda for the meeting is attached as Enclosure 1.

Opening Remarks (Nance Jo Ogozalek/ED33 Chairperson)

Nance Jo promptly began the SHE Working Committee meeting thanking everyone for attending.

Safety Moment (Dennis Davis/QS50)

For a safety moment, Dennis stressed that everyone should know the importance of reporting close calls so that future incidences may be prevented, and assure corrective measures are taken for improvement. He reviewed an example of an employee slipping on a waxed floor at Building 4203.

SHE Committee Reports

General (Nance Jo Ogozalek/ED33 Chairperson)

Nance Jo spoke about the SHE Program Improvement Targets. She requested that the Subcommittees address the status of their actions. The SHE Program Improvement Targets are attached as Enclosure 2.

Building Managers (Brenda Wade/FD43)

Brenda reported on the recent Building Managers Meeting. The chart presentation is attached as Enclosure 3.

Contractor Safety Forum

No report.

Mission Success Starts with Safety

Cryogenics

There was no representative in attendance; however, the Subcommittee report is attached as Enclosure 4.

Hazardous Chemicals & Materials

No report.

Job Hazard Analysis (John Simmons/Thiokol)

John reported on the Job Hazard Analysis Subcommittee that met on April 14, 2003. Topics included the need for new members. The chart presentation is attached as Enclosure 5.

Laboratory Operations (Nance Jo Ogozalek/ED33)

Nance Jo reported on the Laboratory Operations Subcommittee. The report included the status of chemical labeling software and supervisor's checklist. The chart presentation is attached as Enclosure 6.

Lifting Devices & Equipment (Dave Spacek/QS50)

Dave discussed the Lifting Devices Subcommittee. The subcommittee conducted its first meeting on April 4, 2003. Dave informed the SHE Committee that, effective April 7, 2003, Keith Sharp would be replaced by Kevin Primm as the Lifting Devices Equipment Manager, and Kyle Daniel would be the chairman of the subcommittee. The notes of the meeting are attached as Enclosure 7.

Lockout/Tagout (T.D. Jackson/EG&G)

T. D reported on the Lockout/Tagout Subcommittee. They are working a proposal for MSFC to provide a standard lock to be used for all lockout/tagouts. For accountability, a signature receipt would control the locks.

Machine Shops (Dan Donovan/MCI)

Dan reported on the Machine Shop Subcommittee. The checklist is still in progress and should be completed soon. There were no actions to report.

Pressure Operations (Jack Caudle/AD24)

Jack reported that the subcommittee met and discussed training and certification for the Rome vacuum chamber. The issues that are being worked are part of the STS-107 investigations. They also plan to review the 12-foot vacuum chamber and pneumatic hose testing requirements. The chart presentation is attached as Enclosure 8.

Radiation (Brian Ramsey/SD50)

Brian reported on the Annual Radiation Safety Report. The chart presentation is attached as Enclosure 9.

Wellness & Ergonomics (Judy Milburn/QS50)

Judy reported on the Wellness & Ergonomics Subcommittee. The chart presentation is attached as Enclosure 10.

Directorate Reports

Center Operations Directorate (Cathy Miller/AD62)

Cathy reported on the Center Operations Directorate. The chart presentation is attached as Enclosure 11.

Engineering Directorate (Wendell Colberg/ED30)

Wendell reported on the Engineering Directorate. The chart presentation is attached as Enclosure 12.

Flight Projects Directorate (Paige Vaughn/FD22)

Paige reported on the Flight Projects Directorate. The chart presentation is attached as Enclosure 13.

Science Directorate (Tom Dollman/SD01)

Tom reported on the Science Directorate. The chart presentation is attached as Enclosure 14.

Space Transportation Directorate (Tammy Barcala/TD40)

Tammy reported on the Space Transportation Directorate. The chart presentation is attached as Enclosure 15.


Open Actions (Dennis Davis/QS50)

Due to time limitations, the open action log was not reviewed; however, it is attached as Enclosure 16.

New Business (Nance Jo Ogozalek/ED33)

Due to time limitations, new business was not addressed.

The next SHE Committee Meeting is scheduled for April 30, 2003, at 2:00 p.m. in Building 4200, Conference Room P110.


David J. Spacek
Manager
Industrial Safety Department

16 Enclosures

Distribution:

SHE Committee Members
SHE Web Page

cc:

CD20/P. Schultz
DE01/A. Roth
QS40/R. Mize
QS50/D. Davis/J. Milburn
CSC/P. Robbins
UP10/K. Cornett

SHE WORKING GROUP MEETING AGENDA

Wednesday, April 16, 2003

2 pm, Building 4202, Room 326A

Open Meeting (Nance Jo Ogozalek / Chairperson)

Safety Moment (Dennis Davis/QS50)

Management Mentor Comments (Axel Roth/DE01)

SHE Committee Reports (Nance Jo Ogozalek)

- Program Improvement Corrective Actions
- FY04 Budget Proposal

Subcommittee Reports (3 minutes each)

(Include status for SHE Action # 02-020: Program Improvement Targets)

((Send charts electronically to Mary Walters))

- ✓ Building Managers
- ✓ Contractor Safety Forum
- ✓ Cryogenics
- ✓ Hazardous Chemicals & Materials
- ✓ Job Hazard Analysis
- ✓ Laboratory Operations
- ✓ Lifting Devices & Equipment
- ✓ Lockout – Tagout
- ✓ Machine Shops
- ✓ Pressure Operations
- ✓ Radiation
- ✓ Wellness & Ergonomics

Hazardous Operations Directorates (3 minutes each)

(Include status for SHE Action # 02-020: Program Improvement Targets and Metrics)

((Send charts electronically to Mary Walters))

- ✓ Center Operations
 - Late SCRS Report
- ✓ Engineering
 - IHOPS Update Status
- ✓ Flight Projects
- ✓ Science
- ✓ Space Transportation

New Business

- ❖ SHE Committee PBMA working website (Dennis Davis)

Open Actions (Dennis Davis/QS50)

Next Meeting – April 30, 2003; 2 pm; Building 4200, P110

SHE Program Improvement Targets, Effective 11/12/02: Page 1
Assignee: SHE Committee

SHE Program Standard	Program Improvement Targets Identified Through The 2001 SHE Program Self-Evaluation Activity	Assignee	Target Date &/or Date Closed	STATUS
1.3 Planning	SHE-1.3A: Implement a new and systematic annual SHE planning process including formal policy review, selection of annual goals and objectives, and tracking to support periodic progress reviews. (OSHA Visit, #25)	SC VIT QS AD		<i>MPG 8715.1 requires revision to include new SHE structure. Revision in progress by QS50. Assignee: Dennis Davis</i>
1.5.1 Lines of Communication With Employees	SHE-1.5.1A: Develop a process to ensure and document that managers, middle managers, and supervisors at all levels discuss Center SHE policies and goals with their employees, and actively encourage employee participation in and support for the SHE Program. (Self-Assess 1, #40)	SC MTM	5-15-03	<i>4-10-03 Annual training plan will be included in the SHE Annual plan. Training Plan to be administered through SSWP Mandatory training requirements. Annual Plan in progress by QS50. Assignee: Dave Spacek</i>
1.8 Safety & Health Program Evaluation	SHE-1.8B: Ensure that SHE Committee reviews the SHE Program annually. (OSHA Visit, #5 & #25)	SC		<i>4-10-03 Review requirements will be included in the MPG 8715.1 revision. Assignee: Keith Cornett and Phil Robbins</i>
1.8 Safety & Health Program Evaluation	SHE-1.8C: Summarize PEP Survey results and fold it with other evaluations into a narrative report like example provided by Virginia Simmons once a year. Eventually this will need to be submitted to OSHA annually by February 15. (Star 1.7-02)	SC QS		<i>4-10-03 PEP survey results will be incorporated in FY04 with the Program Improvement Corrective Actions, etal list. Assignee: QS50</i>
2.5 Routine Self-Inspection System Covering Entire Worksite	SHE-2.5D: Monitor progress on corrective actions within each MSFC organization. Provide corrective action assignees with the technical and other resources needed to complete the actions. Take management action on overdue items. (Star 3.4-03)	SC D		<i>4-10-03 All supervisors conduct monthly safety walk-throughs of their areas. All findings are recorded and corrective actions are tracked by the originating organization. Directorates are responsible for taking action on overdue items. QS50 available to assist with evaluating corrective actions.</i>

SHE Program Improvement Targets, Effective 11/12/02: Page 2

Assignee: SHE Committee

SHE Program Standard	Program Improvement Targets Identified Through The 2001 SHE Program Self-Evaluation Activity	Assignee	Target Date &/or Date Closed	STATUS
2.8 Trend Analysis	<u>SHE-2.8A:</u> Trend injury, and near miss (close call) data for employee length of service, repeat injuries, injuries by occupation, etc. Safety and Housekeeping inspection findings, safety related maintenance issues, employee concerns, and other issues similarly could be trended. (Star 3.7-01, and OSHA Visit, #1)	SC	6-30-03	<i>4-10-03 Review of current trending practices ongoing. Assignee: Dave Spacek</i>
4.1 Training Program Management	<u>SHE4.1B:</u> Train investigators in root cause identification. S&MA Quality check the process(STAR 3.6-02)	SC CD QS		<i>4-10-03 MORT-Based Mishap Investigation course offered by the NASA Safety Training Center.</i>



Building Managers Meeting

April 16, 2003



Building Managers Meeting

TOPICS

- ✦ Bulletin Boards – *“Who is in charge of bulletin boards?”*
- ✦ *Safety needs some place to put SCRS Literature*
- ✦ *Add Bulletin Boards to Building Managers’ responsibilities*
- ✦ *BM’s to vote*



Building Managers Meeting

✦ Severe Weather Protective Areas –

April 28 to May 9, Facilities Engineering will be escorting a Wind Engineer to selected buildings around center to assess the current Severe Weather Protective Areas.



Building Managers Meeting

✦ Severe Weather Protective Areas (Cont')

- ✦ Each building manager's cooperation during this assessment will be much appreciated. Questions, contact Jimmy Guarin or Lauren Shibakov.**



Building Managers Meeting

✦ Severe Weather Protective Areas (Cont') -

✦ Selected Buildings:

4190,4200,4201,4202,4203,4241,4249,
4250,4306,4464,4481,4487,4492,4493,
4494,4522,4541,4542,4558,4566,4570,
4583,4607,4610,4622,4623,4650,4663,
4666,4674,4702,4707,4723,4727,4728,
4732,4752,4755, Intergraph Building 7,
Intergraph Building 8, Intergraph Building
21, and NSSTC



Building Managers Meeting

✦ SHE Program Improvement Targets

- ✦ Check emergency lights and exist signs monthly**

Target Date: 12/30/02

- ✦ Clearly identify doors opening into walkways**

Target Date: CY03

- ✦ Establish and post Housekeeping Rules in all work areas**

Target Date: CY03

- ✦ Assure that load limit signs are in place on all overhead storage areas - Target Date: CY03**

- ON HOLD – Waiting decision from Dennis Davis



Building Managers Meeting

+ Building Manager's Charter

+ Susan Hartman is working on the Charter.

+ Need Help in Preparing Charter

+ Take BM's Group Photo

Cryogenics Subcommittee Report: 4/16/03

- Current Initiative
 - Review established MSFC cryogenic safety processes & procedures, and identify program improvement needs
 - Status: ongoing
- Proposed Initiative(s)
 - Proposals will be developed following completion of current initiative
- SHE Actions Status
 - None assigned to Cryogenics Subcommittee
- Subcommittee Issues
 - None to report at this time
- Marshall Star Article
 - Completed; expected publication date of May 1, 2003
- Subcommittee Member List
 - Tommy Barron, *Chairperson*
 - David Eckstein, *Deputy Chair*
 - Danny Duke, *Secretary*
 - Richard Cooper
 - Joe Laxton
 - Alan Lemberg
 - John Webster
 - Robert Bobo, *Alt.*
 - Mark Griffith, *Alt.*
 - Bill Smith, *Alt.*
 - Cynthia Sprader, *Alt.*
 - Rob Zeigler, *Alt.*

JHA Subcommittee Report

April 16, 2003

Committee Members

- John Simmons/Thiokol (Chairperson)
- John Nugent/TBE
- Joan Trolinger/TD61
- Sonya Hutchenson/QS50
- Mark Hyder/AD23
- Tim Jett/ED32
- Susan Kosinski/EG&G
- Dennis Davis/QS50 (Mentor)

*Sent memo on 4/14/03 to other organizations with hazardous operations requesting members.

Activities

- Bi-Weekly Meetings
- New-Members Request Memo Sent Out 4/14/03
- Active Initiatives
 - Incorporate JHA wording into annual employee & supervisor performance evaluations (Being Reviewed by legal - ECD June 30, 2003)
 - Review and Improve Clarity of Process Instructions (ECD July 31, 2003)
 - Develop Training Program for Employees (ECD July 31, 2003)
- Marshall Star Article Status – Pictures delayed until we recruit more members.

SHE Program Improvement

Corrective Actions

- **SHE 2.4E:** Continue to encourage the implementation of the JHA process.
(ECD: Fully implemented by CY04)
- **SHE 4.1C:** Better define and train personnel to incorporate JHA identified controls into existing work procedures.
(ECD: 11-25-03)

Laboratory Operations Subcommittee Report

April 16, 2003

Status of Current Initiatives

- Chemical Labeling Software - evaluation continues on 2 products
- Supervisors Checklists by OMEH - Comments provided

Discussion Topic

- ISO Auditor inquires about compressed gas cylinder training
 - SHE Training Committee is working issue

SHE Actions Status

- None assigned to this Subcommittee

Proposed Initiatives

- None to bring to Committee at this time

Next Meeting

- April 17th, 2 pm, Building 4612, Room 2403

NanceJo/Tom

The Lifting Devices Subcommittee conducted it's first meeting this morning under the auspices of the restructured SHE Committee. Several things came out of the meeting that you need to be aware of...

Effective Monday, 4/7, Keith Sharp will no longer be the Lifting Devices Equipment Manager (LDEM) for the Center, and as such will no longer be involved in the lifting devices program. Center Ops is hiring Kevin Primm (currently EG&G), who will be employed beginning Monday as an AD24 employee. He will be replacing Keith as the LDEM.

Kyle Daniel, from my office, volunteered to chair the Lifting Devices Subcommittee. The agreement within the group was that Kyle would be the chairman, and Kevin would be the deputy chairman. As such, please be sure to add Kyle and Kevin and delete Keith from any email distribution lists that you may have. Their specific info is:

- Kyle Daniel, QS50, 4-5677
- Kevin Primm, AD24, 4-6827 (the mailcode is Kevin's new one, but the phone number and likely his email address will change on Monday when he becomes civil service)

Dennis, Jenny, Mary - please make the associated changes as well to meeting notifications, attendance rosters, etc. Thanks.

djs

Pressure System Committee Report

- Status of Current Initiative(s) – Rome Vacuum Chamber - In Signature Cycle
- SHE Actions Status – None
- Subcommittee Issues – 1) 12 foot vacuum chamber
2) Pneumatic hose testing requirements
- Proposed Initiative – Cryogenic hose test frequency

Radiation Safety Committee

- ***Annual Radiation Safety Report***

- **Dosimetry Program**

- All workers using ionizing radiation have to receive annual training and are issued a dosimetry (TLD) badge to wear.
 - Had 158 people in the dosimetry program over past year
 - Only 18 received any measurable dose
 - » Highest was 39 millirem
 - » Lowest measurable was 2 millirem
 - Natural local background is around 300 millirem/year (subtracted out of measurement)
 - Permitted dose rate for radiation worker = 5,000 mrem / year

Indicate success of ALARA (keeping doses As Low As Reasonably Achievable) program

Radiation Safety Committee

- ***Annual Radiation Safety Report***
 - **Surveys/Inspections**
 - No uncontrolled areas where an exposure may be greater than 100 millirem/year (NRC requirement) ✓
 - All interlocks functioning on x-ray generating equipment (NRC requirement) ✓
 - All logbooks up to date (NRC requirement) ✓
 - No field radiography non-compliance (off-site contractors) (safety) ✓
 - **Other**
 - Center has equipment to detect alpha, beta, gamma, x-ray and neutrons. In response to terrorism concerns, headquarters has procured portable equipment for field centers which can not only detect but also identify a large number of radioisotopes.

Radiation Safety Committee

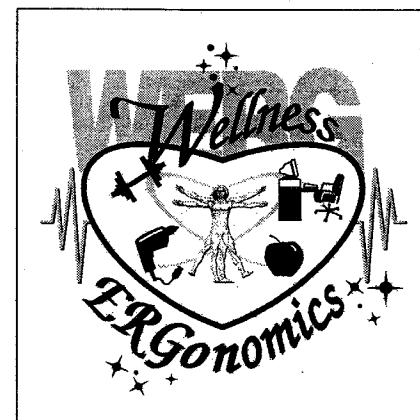
- ***Subcommittee Issues (for next meeting)***
 - Should we continue to badge all workers having equipment that produces internal radiation only ?
- ***Proposed Initiative(s)***
 - Web-based training videos for new workers and for annual refresher courses.

Wellness & Ergonomics Subcommittee Report

April 16, 2003

Status of Current Initiatives

- Medical Center Ad Campaign
 - Logo Developed
 - Safety Presentation under review
 - Focus week-May 19-23
- Health Fair
 - Advertise WERG
 - WERG Card depicting logo and process for receiving Ergonomic assistance
 - Thanks to CSC for providing Stress Balls



SHE Actions Status

- Program Improvement Targets:
 - To be closed by June '03: Educate workforce on Ergonomic issue reporting (via Health Fair and Ad Campaign)
- Slips/Trips/Falls Checklist:
 - In Work: Subcommittee discussing Slips/Trips/Falls

Proposed Initiatives

- Several items under consideration. Here are just a few:
 - Quarterly Slips Trips and Falls Focus
 - Training workforce on Ergo chair use
 - Train the Trainer approach to Ergo Evaluations
 - Snack Machine Makeover

Center Operations Directorate Report – April 16, 2003

Open SCRS – 59

Late SCRS – 44

New SH&E adhoc subcommittee will work with CO to help find resolutions and streamline the SCRS system.

HAZTRAK

Open Mishap cases	3- new	12 -total	
Corrective actions	3 -new	15 -total	0 -late

CY2002 Self-evaluation Open Corrective Actions – first draft with CO program improvement target dates submitted on 4/14/03.

Engineering Directorate Report (March) 4/17/03

- **SCRS**
 - 9 Open; 2 due this month
- **HAZTRAK**
 - 67 open; 5 late (all in one building)
- **Mishaps/Close Call Status**
 - 4 total mishaps
- **Self Evaluation Open Corrective Actions**
 - Each Department about 50% complete.
 - Targeting closure of all actions by December 2003.
 - Will recommend some actions be shifted to other organizations (recommendations and status update to be provided separately)

Engineering Directorate Report (for March)

4/17/03

Special Topic – IHOPS Update

- **ED Reported at 27% Complete as of March 2003**
 - **Meeting with Department and Office Safety Reps revealed that action mostly misunderstood by many.**
 - **Many updates to data – primarily “No Change” made by supervisors, but not entered into database as per instructions.**
- **Actions to Remedy**
 - **Department and Office reps evaluated database to determine which hazardous operations had been identified, but not updated yet.**
 - **In the process of contacting Supervisors to update database per instructions**
 - **Will consider CAITS action for next update**

Flight Projects April 2003

SHE Report

- **SCRS** (60 days)
- **5 Open, 1 closed from last month (Handrails)**
1 late SCRS
No New SCRS added
- **HAZTRAK**
- **102 Open, 75 closed from Last Month**
- **Another 38 added due to S&MA Annual Building Inspection of Bldg. 4754 (9 new) & 4755 (29 New)**
- **Of the 102 open, 72 are assigned to Facilities**
- **39 Findings are now Late**
- **Close Calls**
- **None**

Flight Project April SHE Report

- **Program Improvements Targets**
 - **Open Corrective Actions**
- Identified and summarized the actions assigned to Flight Projects Directorate
 - Currently working on a plan to address actions
- Estimated completion date: June 4th, 2003 ?

SD SHE Committee Report (^{Apr}~~Mar~~03)

- Open SCRS Metrics (2):
 - 1 Late: Need Pest Control...FWR entered
 - 7 Closed in past 60 days
- Open HAZTRAK corrective actions (113):
 - 109 just turned late = Many are UAH's resp. (NSSTC)
 - 1 requires SD coord.: QS, OMEHS, RSA Fire Dept
 - 89 closed in past 60 days
- Late open mishap/close-call corrective actions (1)
 - Contractor Alerted
- Late open CY 2002 self-eval corrective actions (0)

4/16/2003

Dollman/SD_SHE_Report_Apr03.ppt ✓

Science

TD Directorate Report

- **SCRS**

- #3035 Opened 12/13/02, Bldg. 4732, South parking lot: complaint is the lights on the building are not enough to adequately light the parking lot. Status: subject SCRS is currently in design under FWR 446670. Facilities will pay for the lights, however funding is not currently available. Don't know when closure will actually be if funding is on hold.

- **HAZTRAKs**

- #1030667 Bldg. 4539 (is currently being worked and will be closed by the end of this week) **Not late until 4/17/03.**
- #1030670 Bldg. 4583 (Closed, sent word to Lisa Zendler)
- #1030674 Bldg. 4583 (Needs to be reassigned to Facilities – mechanical room steam leak, but it is also closed and word was sent to Lisa Zendler)

TD Directorate Report

- **Mishap**

- **MSFC 2003-0065 – TD54** – Employee was moving 3 accumulator bottles (large cylinders that weigh approximately 150 lbs) by forklift into a conex trailer outside of the main building. He lost his footing while dragging the last bottle off the forks, falling over another bottle that had rolled up behind him. The bottle he was trying to take into the conex, fell on top of him breaking the fibula bone (small bottom bone between knee and ankle) in his leg. He has since created an area inside the conex that the accumulator bottles can be chained to so they can not fall and roll in the floor. There was no lost time because he came back to work after he had a brace put on his leg.

SHE Program Improvement Targets

- Assessment of emergency lights/exit signs (completed)
- Identification of doors opening into walkways (completed)
- Emergency drills performed on all shifts (completed)
- Posting of housekeeping rules in all work areas (completed)

SHE Committee Open Actions April 16, 2003

ACTION NO.	ISSUE/CONCERN	POINT OF CONTACT	ACTIONEE	FINAL PRODUCT	DATE OPEN
SHE-02-013	A question was raised concerning availability of fire extinguisher training. The Fire Department and Cortez III are providing training but not sure if it being properly recorded.	Nance Jo Ogozalek/ED33	Training Sub-committee	Assure that fire extinguisher training attendance is being documented by the Training Department.	10-02-02
SHE-02-014	The Laboratory Operations Sub-committee proposed that a checklist be developed for supervisors to assure temporary employees receive adequate safety training.	Nance Jo Ogozalek/ED33	Training Sub-Committee	Review proposal for a supervisor's checklist for temporary and new employees and submit recommendation to the SHE Committee.	10-02-02
SHE-02-019	Jamie Miernik/ERC proposed that the Center make May 2003 Transportation Safety Focus month with emphasis on bicycle riding.	Nance Jo Ogozalek/ED33	Dave Spacek/QS50	Review proposal to make May 2003 Transportation Safety Focus month with emphasis on bicycle safety.	10-30-02
SHE-02-020	Phil Robbins presented the SHE Program Improvements Action Plan	Nance Jo Ogozalek/ED33	Actionees as Identified in Plan	Review the SHE Program Improvement Plan and provide an ECD for each assigned action.	11-13-02
SHE-02-023	Gaines Watts presented proposed restriction-guidelines for test area visitors. Some committee members felt this should be part of a Centerwide policy.	Nance Jo Ogozalek/ED33	Dave Spacek/QS50	Investigate the need for, and develop as required Centerwide guidelines for visitor access to hazardous areas.	11-26-02
SHE-03-004	Dennis Davis discussed open actions that involved organizations not represented at the meeting.	Nance Jo Ogozalek/ED33	Dennis Davis/ QS50	Develop a method of contacting SHE Committee members not in attendance regarding actions.	02-26-03
SHE-03-006	When discussing a mishap involving a NASA Exchange employee, it was brought out that these employees hours are not being captured in the MSFC safety metrics.	Nance Jo Ogozalek/ED33	Dennis Davis/ QS50	Investigate small employee groups that are not providing Monthly hour worked information to the Industrial Safety Department; e.g., Exchange, Day Care, Barber Shop, Garage, Billy Ray's Grill, IG Office, etc.	02-19-03
SHE-03-008	Dennis Davis showed the IHOPS update metrics due in February 03. ED was only 27% complete.	Nance Jo Ogozalek/ED33	Wendell Colberg/ED30	Report status of IHOPS update at next SHE Committee Working Meeting	04-02-03
SHE-03-009	Dennis Davis reported that AD had 40 late SCRS.	Nance Jo Ogozalek/ED33	Cathy Miller/AD62	Report on the late SCRS assigned to AD at the next SHE Committee Working Meeting.	04-02-03